

AGENDA
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
550 Olive Street, Santa Barbara, CA 93101
Tuesday, March 30, 2004
8:30 a.m.

1. **Call to Order**
2. **Roll Call of the Board of Directors**
Chair John Britton; Vice Chair Olivia Rodriguez; Secretary Brian Fahnestock; and Directors: Dave Davis and Lee Moldaver
3. **Report Regarding Posting of Agenda**
4. **Approval of Prior Minutes (action may be taken)**
The Board will be asked to waive the reading of and approve the minutes for the meeting of March 16, 2004.
5. **Cash Report (action may be taken-attachment)**
The Board will be asked to approve the cash report from March 9 through March 22, 2004.
6. **Public Comment**
Members of the public may address the Board on items within the jurisdiction of the Board that are not scheduled for public hearing. The time allotted per speaker will be at the discretion of the Board Chair. If you wish to address the Board under this item number, please complete and deliver to the MTD Board Clerk **before the meeting is convened**, a "Request to Speak" form including a description of the subject you wish to address.
7. **Resolution 04-3 to File of a Claim with the Santa Barbara County Association of Governments (SBCAG) for Transportation Development Act (TDA) Funds for Fiscal Year 2004-2005 (action may be taken-attachment)**
The Board will be asked to approve Resolution 04-3 authorizing MTD staff to file a claim with SBCAG for allocation of TDA funds for fiscal year 2004-2005.
8. **South Coast Transit Priorities (SCTP) (action may be taken-attachment)**
The Board will be asked to approve a proposal for the revision of the CMAQ grant from SBCAG.
9. **General Manager's Report/Update (attachment)**
Outreach
New Bus arrival schedule
Fuel procurement
10. **Other Business and Committee Reports**
11. **Recruitment of General Manager (action may be taken-attachment)**
The Board will recess to closed session pursuant to Government Code §54957, Public Employee Appointment, Title: General Manager and pursuant to Government Code §54957.6 regarding compensation and labor negotiations.
12. **Adjournment**

SPEAKERS: Any person wishing to speak to an item on the Agenda should complete and deliver to the Board Clerk a "Request to Speak" form **before the meeting is convened**. The Chair may limit the time allowed to speak.

AMERICANS WITH DISABILITIES ACT: If you need special assistance to participate in this meeting, please contact the MTD Administrative Office at 963-3364 at least **48 hours in advance** of the meeting to allow time for MTD to attempt a reasonable accommodation.

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of March 30, 2004
For the Period March 9, 2004 through March 22, 2004

MONEY MARKET

Beginning Balance March 9, 2004 **\$2,733,998.07**

Accounts Receivable	198,766.80	
Passenger Fares	143,805.35	
UCSB Fares	62,176.90	
Miscellaneous	2,317.24	
Advertising & Prepaid	1,017.78	
Property Tax Revenue	291.00	
Total Deposits		408,375.07

ACH Pension Transfer	(23,268.22)	
ACH Tax Deposit	(83,701.74)	
Payroll Transfer	(195,102.80)	
Operations Transfer	(293,397.60)	
Total Disbursements		(595,470.36)

Ending Balance **\$2,546,902.78**

Total Cash and Investments as of March 22, 2004: **\$2,546,902.78**

COMPOSITION OF CASH BALANCE

Working Capital	1,470,095.05	
WC / Liability Reserves	1,076,807.73	
Total Cash Balance		\$2,546,902.78

Santa Barbara Metropolitan Transit District Accounts Payable

Check #	Date	Company	Description	Amount	Voids
77997	3/10/04	SANTA BARBARA POLITICAL ROAST	SCHOLARSHIP FUNDRAISER	150.00	
77998	3/12/04	AGENCIES TOOL CENTER CORP.	SHOP SUPPLIES	4.04	
77999	3/12/04	AT&T	TELEPHONES	62.65	
78000	3/12/04	AMERICAN PLANNING ASSOCIATION	MEMBERSHIP FEE	387.00	
78001	3/12/04	BAUTISTA, JOSE	AD MOUNTING/DISMOUNTING	697.00	
78002	3/12/04	BLACK GOLD INDUSTRIES	OIL/ATF RECYCLING	247.00	
78003	3/12/04	BRITTON, JOHN	DIRECTOR FEES	60.00	
78004	3/12/04	BROWNING-FERRIS IND	WASTE DISPOSAL	33.00	
78005	3/12/04	CALIFORNIA ELECTRIC SUPPLY, INC.	BUS PARTS/B&G SUPPLIES	96.40	
78006	3/12/04	CAR PARTS OF SANTA BARBARA	BUS PARTS & SHOP SUPPLIES	172.08	
78007	3/12/04	CENTRAL SERVICES & SUPPLY DBA	ANNUAL BACKFLOW TEST	55.00	
78008	3/12/04	CLAVERIA, BERTHA	PROPERTY RENTAL/STORAGE	800.00	
78009	3/12/04	CUMULUS BROADCASTING	MEDIA AD	467.50	
78010	3/12/04	CITY OF SB - CITY TV	VIDEO TAPE BOARD MEETINGS	556.52	
78011	3/12/04	CITY OF SB FIRE DEPT	SELF INSPECTION FEE	25.00	
78012	3/12/04	DEPARTMENT OF CHILD SUPPORT	PR GARNISHMENT	564.93	
78013	3/12/04	DAVIS JR., DAVID D.	DIRECTOR FEES	180.00	
78014	3/12/04	DEAILE, MARY	PR GARNISHMENT	129.23	
78015	3/12/04	DISTRICT ATTORNEY-S.B.	PR GARNISHMENT	1,045.89	
78016	3/12/04	DOCUPRODUCTS CORPORATION	COPIER LEASE/COPIES/SUPPLIES	393.51	
78017	3/12/04	FAST UNDERCAR	SERVICE VEHICLE PARTS	122.98	
78018	3/12/04	FAHNESTOCK, BRIAN	DIRECTOR FEES	180.00	
78019	3/12/04	GEM EQUIPMENT	BUS PARTS & SUPPLIES	7.35	
78020	3/12/04	GILLIG CORPORATION	BUS PARTS	479.68	
78021	3/12/04	GOODYEAR TIRE & RUBBER CO	LEASED TIRES	9,138.17	
78022	3/12/04	UNITED STATES TREASURY	PR GARNISHMENT	1,261.96	
78023	3/12/04	J n L GLASS INC.	REPLACE BUS WINDOWS	330.00	
78024	3/12/04	LA CUMBRE FEED	SOFT WATER SYSTEM SUPPLIES	38.31	
78025	3/12/04	MC CORMIX CORP. (OIL)	LUBRICANTS	3,962.10	
78026	3/12/04	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	1,195.42	
78027	3/12/04	MOLDAVER, LEE	DIRECTOR FEES	180.00	
78028	3/12/04	MULLEN & HENZELL	LEGAL FEES ON CALLE REAL	2,670.00	
78029	3/12/04	NEXTEL COMMUNICATIONS	CELL PHONES	473.86	
78030	3/12/04	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	4,909.96	
78031	3/12/04	O'REILLY, RICHARD	TOOL ALLOWANCE	800.00	
78032	3/12/04	PETRO-DIAMOND INC.	DIESEL FUEL	11,202.58	
78033	3/12/04	PITNEY BOWES/PURCHASE POWER	OFFICE SUPPLIES	78.35	

Check #	Date	Company	Description	Amount	Voids
78034	3/12/04	POINDEXTER, CAREY	REFUND - HEALTH INSURANCE	270.00	
78035	3/12/04	PRAXAIR DISTRIBUTION, INC.	SHOP SUPPLIES	21.82	
78036	3/12/04	RODRIGUEZ, OLIVIA	DIRECTOR FEES	180.00	
78037	3/12/04	ROCHA, SUZANNE	PR GARNISHMENT	406.08	
78038	3/12/04	SAN BERNARDINO COUNTY	PR GARNISHMENT	395.54	
78039	3/12/04	SANTA BARBARA BANK & TRUST	PR DEDUCTION	246.49	
78040	3/12/04	SB COUNTY FEDERAL CREDIT UNION	PR DEDUCTION	1,998.00	
78041	3/12/04	S B INDUSTRIAL MEDICAL GROUP	MEDICAL EXAMS	1,434.50	
78042	3/12/04	S.B. WINDOW CLEANING, INC.	WINDOW CLEANING SERVICE	173.00	
78043	3/12/04	SANTA BARBARA TROPHY	EMPLOYEE RELATIONS	91.59	
78044	3/12/04	SB STAFFING CORP.	TEMPORARY RECEPTIONIST	512.96	
78045	3/12/04	SM TIRE, CORP.	BUS TIRE MOUNTING/SV TIRES	440.00	
78046	3/12/04	SMART & FINAL	MISC. EXPENSES	88.73	
78047	3/12/04	SO. CAL. EDISON CO.	UTILITIES	3,343.78	V
78048	3/12/04	SOFTCHOICE CORP, INC.	COMPUTER SOFTWARE	7,014.53	
78049	3/12/04	SOUTHERN CALIFORNIA GAS	UTILITIES	47.70	
78050	3/12/04	TELCOM, INC.	RADIO SUPPLIES	494.88	
78051	3/12/04	TEAMSTERS MISC. SECURITY TRUST	UNION MEDICAL/DENTAL	73,649.52	
78052	3/12/04	TEAMSTERS PENSION TRUST	UNION PENSION	56,964.87	
78053	3/12/04	UNISOURCE MAINT SUPPLY SYSTEMS	BUS CLEANING SUPPLIES	46.74	
78054	3/12/04	TEAMSTERS UNION LOCAL NO. 186	UNION DUES	337.03	
78055	3/12/04	WHITEHOUSE FLORISTS	EMPLOYEE RELATIONS	51.10	
78056	3/19/04	A.G.S. REBUILDERS, INC.	BUS PARTS	215.50	
78057	3/19/04	AT&T	TELEPHONES	36.72	
78058	3/19/04	ARCHBALD & SPRAY	LEGAL COUNSEL	21,213.59	
78059	3/19/04	BODE CORPORATION	BUS PARTS	680.49	
78060	3/19/04	CAPITOL CLUTCH & BRAKE, INC.	BUS PARTS	43.71	
78061	3/19/04	CHECKERS INDUSTRIAL PRODUCTS,	B&G REPAIRS & SUPPLIES	190.58	
78062	3/19/04	CAR PARTS OF SANTA BARBARA	BUS PARTS & SHOP SUPPLIES	111.46	
78063	3/19/04	CENCAL INDUSTRIAL	BUS PARTS	221.73	
78064	3/19/04	CERTIFIED ENVIRONMENTAL	QTRLY SITE TESTING	3,370.53	
78065	3/19/04	CENTRAL COAST CIRCULATION DBA	BUS BOOK DISTRIBUTION	365.00	
78066	3/19/04	COAST MACHINE & SUPPLY, INC.	BUS PARTS	181.68	
78067	3/19/04	COAST CLUTCH & BRAKE DBA	BUS PARTS	179.71	
78068	3/19/04	CORPORATE EXPRESS INC.	OFFICE SUPPLIES	671.11	
78069	3/19/04	COVERALL OF MID-STATE CALIF. INC.	JANITORIAL SUPPLIES/SERVICE	1,931.00	
78070	3/19/04	COUNTY OF S.B.PUBLIC WORKS DEPT.	WASTE DISPOSAL	16.00	
78071	3/19/04	BP DAVIS MANAGEMENT	CONTRACT LABOR	3,393.75	
78072	3/19/04	EBUS, INC.	BUS PARTS	698.04	
78073	3/19/04	FLODRAULIC GROUP	BUS PARTS	504.53	

Check #	Date	Company	Description	Amount	Voids
78074	3/19/04	FRANK THOMPSON 2000 DBA	CALLE REAL CONSULTATION	1,412.50	
78075	3/19/04	GIBBS INTERNATIONAL TRUCKS	BUS PARTS/SUPPLIES	1,540.06	
78076	3/19/04	GILLIG CORPORATION	BUS PARTS	1,939.08	
78077	3/19/04	HOME IMPROVEMENT CTR.	B&G REPAIRS & SUPPLIES	33.38	
78078	3/19/04	INTERLAND, INC.	WEBSITE HOST	50.00	
78079	3/19/04	I/O CONTROL CORP	BUS PARTS	1,273.13	
78080	3/19/04	JRN BENEFITS	PENSION ADMINISTRATION	165.00	
78081	3/19/04	JOY EQUIPMENT PROTECTION, INC.	FIRE EQUIPMENT TESTING	850.00	
78082	3/19/04	LONGWELL, SANDRA	REISSUED LOST CHECK	37.94	
78083	3/19/04	MGB INDUSTRIAL SUPPLY	BUS/B&G/SHOP SUPPLIES	199.22	
78084	3/19/04	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	1,939.31	
78085	3/19/04	OFFICEMAX	ROUTE INFORMATION FLYERS	226.28	
78086	3/19/04	PASO ROBLES TRUCK CENTER CORP.	BUS PARTS	514.12	
78087	3/19/04	PETRO-DIAMOND INC.	DIESEL FUEL	20,929.52	
78088	3/19/04	PETTY CASH HAHN, STEVE	MISC SHOP EXPENSES	159.28	
78089	3/19/04	PACIFICARE OF CALIFORNIA	HEALTH INSURANCE	21,913.89	
78090	3/19/04	PANASONIC DIGITAL INC.	COPIER LEASE	188.57	
78091	3/19/04	POWERSTRIDE BATTERY	BATTERIES	2,630.98	
78092	3/19/04	RAMIREZ, HAYDEE	TRANSLATOR	25.00	
78093	3/19/04	SB STAFFING CORP.	TEMPORARY RECEPTIONIST	793.20	
78094	3/19/04	SERVICE MASTER OF SANTA	TC JANITORIAL SERV./SUPPLIES	2,060.00	
78095	3/19/04	SHELL OIL COMPANY	FUEL- SERVICE VEHICLES	184.26	
78096	3/19/04	SM TIRE, CORP.	BUS TIRE MOUNTING/SV TIRES	222.86	
78097	3/19/04	SO. CAL. EDISON CO.	UTILITIES	6,818.95	
78098	3/19/04	SOFTCHOICE CORP, INC.	COMPUTER SOFTWARE	993.40	
78099	3/19/04	SOUTHERN CALIFORNIA GAS	UTILITIES	784.23	
78100	3/19/04	TURRET PUNCH CO., INC.	BUS PARTS	550.70	
78101	3/19/04	VALLEY DETROIT DIESEL ALLISON	BUS PARTS	104.33	
78102	3/19/04	VALLEY DETROIT DIESEL ALLISON	BUS PARTS	1,261.52	
78103	3/19/04	VERIZON CALIFORNIA	TELEPHONES	478.14	
78104	3/19/04	WURTH USA WEST INC.	SHOP SUPPLIES	1,071.07	
				296,741.38	
				Current Cash Report Voided Checks:	3,343.78
				Prior Cash Report Voided Checks:	0.00
				Grand Total:	\$293,397.60

Santa Barbara Metropolitan Transit District Cash Receipts of Accounts

Date	Company	Description	Amount
3/9/04	City of SB - Passes/Tokens	Passes/Token Sales	4,000.00
3/9/04	Clear Channel Santa Barbara	Advertising on Buses	4,950.00
3/9/04	Davis, Brad	Health Insurance	350.89
3/9/04	Gary Gleason	Health Insurance	91.05
3/9/04	UCSB - Contract Fares	Contract Fares - Jan.	63,000.00
3/9/04	UCSB - Contract Fares	Contract Fares - Feb.	61,353.78
3/9/04	Zeluck, Louis and Eleanore	Health Insurance	449.70
3/11/04	SB School District	Passes/Token Sales	640.00
3/11/04	SB School District	Passes/Token Sales	37,500.00
3/12/04	City of SB - Commuter Lot	Commuter Lot Shuttle -	13,792.82
3/12/04	Helm, Warren	Health Insurance	314.70
3/15/04	Santa Barbara Airport	Advertising on Buses	2,633.86
3/16/04	Godzilla Graphics	Advertising on Buses	850.00
3/16/04	Godzilla Graphics	Advertising on Buses	850.00
3/16/04	Godzilla Graphics	Advertising on Buses	1,190.00
3/16/04	Graham Chevrolet	Advertising on Buses	2,250.00
3/18/04	SB County Public Health	Passes/Token Sales	2,250.00
3/19/04	Gold's Gym	Advertising on Buses	2,000.00
3/22/04	SB Rape Crises	Advertising on Buses	300.00
Total Accounts Receivable Paid During Period			\$198,766.80

RESOLUTION
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT

IN THE MATTER OF AUTHORIZING THE FILING
OF A CLAIM WITH THE SANTA BARBARA
COUNTY ASSOCIATION OF GOVERNMENTS FOR
ALLOCATION OF TRANSPORTATION DEVELOPMENT
ACT FUNDS FOR FISCAL YEAR 2004-2005

RESOLUTION NO. 04-3

WHEREAS, the Transportation Development Act (TDA), as amended (Public Utilities Code Section 99200 et seq.), provides for the allocation of funds from the Local Transportation Fund and the State Transit Assistance Fund, for use by eligible claimants for various transportation purposes; and

WHEREAS, pursuant to the provisions of the TDA, as amended, and pursuant to the applicable rules and regulations hereunder (21 Cal. Admin. Code Sections 6600 et seq.) a prospective claimant wishing to receive an allocation from the Local Transportation Fund or the State Transit Assistance Fund shall file its claim with the Santa Barbara County Association of Governments.

NOW, THEREFORE, BE IT RESOLVED that Sherrie Fisher, Interim General Manager, is authorized to execute and file an appropriate claim pursuant to the terms of the Transportation Development Act, as amended, and pursuant to applicable rules and regulations promulgated hereunder, together with all necessary supporting documents, with the Santa Barbara County Association of Governments for an allocation of TDA funds in Fiscal Year 2004-2005.

BE IT FURTHER RESOLVED that the authorized claim include \$132,152 for regional and transportation planning and \$6,151,674 for transit purposes, plus STA funds to be allocated for mass transportation or local transportation planning.

BE IT FURTHER RESOLVED that a copy of this resolution be transmitted to the Santa Barbara Association of Governments in conjunction with the filing of the claim.

PASSED AND ADOPTED by the Board of Directors of the Santa Barbara Metropolitan Transit District this 30th day of March 2004 by the following vote:

AYES: _____

NAYS: _____

ABSENT: _____

Chair, Board of Directors

ATTEST:

Secretary, Board of Directors

DRAFT

Summary Table Revised South Coast Transit Priorities

Capital				
Capital Item	Number	Capital Cost		
		Total	Local 1/	CMAQ
<u>Additional Vehicles</u>				
County Shuttle (Clean Diesel)	3	\$810,000	\$93,200	\$716,800
Goleta Shuttle (Clean Diesel)	1	\$270,000	\$31,100	\$238,900
Santa Barbara Downtown Circulator (Elec.)	2	\$540,000	\$62,100	\$477,900
Crosstown Shuttle (Elec.) 2/	5	\$1,350,000	\$155,300	\$1,194,700
Downtown-Waterfront Shuttle (Elec.)	3	\$810,000	\$93,200	\$716,800
<i>Total Additional Vehicles</i>	<i>14</i>	<i>\$3,780,000</i>	<i>\$434,900</i>	<i>\$3,345,100</i>
<u>Other Capital</u>				
Villager Replacement Buses (Clean Diesel)	11	\$2,575,000	\$296,100	\$2,278,900
Downtown Santa Barbara Superstops		\$300,000	\$34,500	\$265,500
<i>Total Other Capital</i>		<i>\$2,875,000</i>	<i>\$330,600</i>	<i>\$2,544,400</i>
Total Capital Cost		\$6,655,000	\$765,500	\$5,889,500

Three-Year Operating Cost				
Service	Net Annual Hrs	Three-Year Operating Cost		
		Total 3/	Local 4/	CMAQ
County Shuttle	5,062	\$1,225,500	\$646,500	\$579,000
Goleta Shuttle	2,364	\$572,400	\$221,100	\$351,300
Santa Barbara Downtown Circulator	2,024	\$489,900	\$159,000	\$330,900
Santa Ynez Regional Service	2,142	\$518,400	\$347,100	\$171,300
Total Operating Cost	11,592	\$2,806,200	\$1,373,700	\$1,432,500

South Coast Transit Priorities CMAQ Grant				
<i>Total Proposed Capital & Operating</i>				<i>\$7,322,000</i>
Total Available				\$8,100,000
Remaining				\$778,000

Note 1: Sources of local capital match: Santa Barbara County for County Shuttle (\$93,200); Goleta for Goleta Shuttle (\$31,100); Santa Barbara for Downtown Circulator, Crosstown Shuttle, Downtown-Waterfront Shuttle, and Superstops (\$345,100); and MTD for Villager replacement buses (\$296,100).

Note 2: Four existing Crosstown Shuttle vehicles will be shifted to the Downtown-Waterfront Shuttle.

Note 3: Based on MTD FY 2003 fully-allocated operating cost (not including depreciation) of \$80.69 per hour of service.

Note 4: Local operating funding includes MTD local match and forecast farebox revenue.

Source: Santa Barbara Metropolitan Transit District, Planning Department.

03/25/04

To: Chair Britton
Board of Directors
From: Sherrie Fisher, General Manager
Date: 3/26/2004
Subject: Administrative Update

MTD has been fortunate to be a part of a **fuel procurement** by MTA (Los Angeles). This reduces the price per gallon (due to MTA's greater purchasing power) and saves MTD time and paperwork. The procurement will be released by MTA within the next few weeks.

Staff is in preparation for **union negotiations**. The first joint labor-union session is scheduled for April 8th. A closed session will be added to the upcoming finance committee meeting to discuss strategy.

Planning staff is working diligently on plans for **September service changes**. These include resolution of schedule problems on the line #6/11. These lines are seriously impacted by increased traffic and heavy passenger loads in the afternoon peak hours.

Thank you for the tribute to retiring Manager of Maintenance, Ralph Brannan. Staff also hosted a lunch for Ralph and his wife last Monday. They extended their thank you's again for all the years with MTD. Mike Cardona has agreed to the work as **Acting Manager of Maintenance**. Mike has been Superintendent for most of his 29 years with MTD. Under his leadership on the shop floor (over these many years), MTD succeeded in meeting pull-out daily with an aging fleet. For an interim period, Mike will be acting in both capacities.

We have now had the first (of 15) **40' Gillig** on property for thirty days. Of note is that an issue related to the particulate trap caused some down-time. Gillig's response has been excellent; they are quickly at work resolving the problem.

The remainder of the new buses begin rolling in next week **at a rate of two 40' and one 29' Gilligs** per week.

Maintenance staff member Steve Hahn has become an excellent resource related to CARB standards. He will attend a CARB workshop March 31st at which the Transit Bus Fleet rule will be revisited by CARB with a formal vote in June. CARB staff is recommending that California transit operators be allowed to purchase diesel-engine urban buses that meet the 2007 Federal Standards during the period from 2004 to 2007. Yet, those engines are unlikely to be available until 2007. Fortunately, MTD is already in a position to meet standards.

Operations, Planning and Maintenance are developing a new set of guidelines for the **vehicle allocation** of the new and existing fleet. This includes rotating vehicles to distribute the miles, moving the newer Gilligs into all-day use and

consideration of passenger comfort on longer trips (such as express freeway service).

The two **software contracts** (a) Maximus for maintenance and (b) Trapeze for run-cutting and dispatch are in the final stages of review. We expect to begin implementation within the month.

The annual **Drug and Alcohol report** has been forwarded to FTA. Congratulations to the Operations staff for ensuring that this policy is adhered to strictly and appropriately. The policy includes testing at pre-employment, random (through a computerized selection), for cause and post-accident. In addition, MTD tests all employees at their biannual physical renewing their CDL (Commercial Driving License.) Effective last year, MTD and Easy Lift formed a consortium regarding drug and alcohol testing. This allowed MTD to assist Easy Lift with administration of their program.

A minor revision of the drug and alcohol policy outlining changes in the law will be forwarded to you for review/ adoption within a month.

South Coast Transit Plans (SCTP) have been the subject of many meetings between MTD staff and other agencies. A presentation at Tuesday's board meeting will give you details on the proposed package and seek your input. A summary of the proposal has been included in your package. Please consider this a draft proposal as we continue to meet with the other agencies.

MTD Planning and Marketing staff members met with **Buellton and Santa Ynez** staff last Thursday to discuss the fall regional service. I am also seeking an appointment with Vincent Armenta (Chumash tribal leader) for input to our plans.

MTD Operations is impacted during this time of year (Easter and Mother's Day coming soon) due to a huge influx of workers/ passengers in the **flower businesses in Carpinteria**. Over the years, we have established communication with the temporary agencies that support the increased employment needed. MTD adds **boosters to our line #20** service during this time period. Between the usual line #20 customers and these seasonal workers, the regularly scheduled service and two additional buses were filled. Changes to school schedules (early dismissal or school vacation days) also frequently impact booster service deployment. On a typical day in March, we accommodate increased need in Carpinteria as well as a mid-day school dismissal. Operations handles these one-day revisions well.

Doug Large, lawyer for MTD, has prepared an answer for questions raised by local citizen Steve Musick related to the Calle Real property. A copy is in your packet.

MTD Finance is preparing to submit **MTD's federal operating grant and an STA claim** for reimbursement of capital expenditures of \$426k.

A new PDA Planner has been added to MTD's web page. Click on the Smart Traveler button on the home page and then select PDA Planner to find this. Passengers can download Metro freeware and the Santa Barbara MTD schedule.

MTD Marketing is contacting mobile home parks and neighborhood associations in an effort to do some individualized marketing of the "How to Ride the Bus" presentation. These should have a positive effect on ridership.

MTD Marketing updated the Elementary School Outreach Program for 4th-6th grade to prepare students to be safe and knowledgeable bus passengers in junior high school. The script was written in cooperation with several MTD drivers. Marketing Manager Lynnette Coverly contacted the principals of all the local Santa Barbara elementary schools and mailed announcements about the program to all 6th grade teachers of these schools.

School District approved Bus Riding Rules have been circulated to all passengers riding the Line 19 buses. The schools have been extremely cooperative; thus far we have removed 17 youth passengers from the Line 19's (due to safety problems) for no less than one day and in many cases the remainder of the school year. Lynnette Coverly is speaking at all the PTA's and ELAC's (with MTD Supervisor/Driver Jose Gomez as translator). A meeting with the SBPD is set for next week to discuss an updated process for informing them of gang graffiti, violence, etc.

MTD is working with Univision to design weekly "transit segments" to air on their new local news program from April-June. This campaign will promote MTD's image as convenient, easy, and "there for you".

MTD Community Relations Manager David Damiano, Quality Assurance Manager Paul Tumbleson and Transit Planner Rachel Grossman met with the City of SB, City of Carp and County in an effort to ensure that transit is at the forefront of discussions regarding new developments. The new process has Rachel receiving the new development projects and together all three convene to recommend the best possible transit support they can propose for the project. Currently under their review are: (A) Cottage Health Systems: both projects; (B) Hillside House, (C) 737 E Anapamu: Condo project, (D) Lagunitas Business Park/Housing Development: Carpinteria and (E) MTD's own Transit Center.

The design for the Milpas Street shelters (at Scolari's and at Trader Joe's) has been presented to ABR; changes were recommended. Further information, including a new quote, will be brought to the board soon. COAST continues to assist with input regarding this pending project.

The following is a log of all **media coverage** for the month of February. Media coverage has tapered off considerably in the past few months.

Daily Media Log							
Date	Media	Contact	Questions/Topic	Responding Party @ MTD	Response	Response Date	Publish/Air Date
4-Feb	SBNP	SangHyun Bae	Voices	N/A	N/A	N/A	2/4/04 (HEADLINE: More bike spaces needed on buses)
4-Feb	SBNP	Josh Molina	RDA workshop	David	Recap of discussions at the RDA workshop	3-Feb	2/4/04 (HEADLINE: City plans for transit hub includes commuter rail)
12-Feb	SBNP	Rick Steckel, M.D.	Voices	N/A	N/A	N/A	2/12/04 (HEADLINE: Park bus station near Amtrak depot)
15-Feb	SBNP	Rich Untermann	Voices	N/A	N/A	N/A	2/15/04 (HEADLINE: Turn 101 into toll road)
22-Feb	SBNP	Eva Inbar	N/A	N/A	N/A	N/A	2/15/04 (HEADLINE: New day for Old Town Goleta?)

Below is a **record of MTD external meetings and outreach** as promised.

Meeting	Date	Attending
Lines 13x/26x passengers re: service	w/o: 3/1	Rachel Grossman, Kenn Glenn & Steve Maas
GVJHS PTSA	3/8	Lynnette Coverly
SBHS ELAC and PTSA	3/9	Lynnette Coverly
Transit Center Meeting with the RDA	3/15	David Damiano, Sherrie Fisher & Maas
La Colina PTSA	3/15	Sherrie Fisher
SB Car Free	3/16	David Damiano
SBCAG & APCD Open House	3/18	Damiano, Maas & Fisher
Santa Ynez, Buellton & County Staff	3/18	Damiano, Maas, Coverly & Fisher
SBCAG Board Meeting	3/18	Fisher & Maas
Grant House re: SCTP plans	3/19	Sherrie Fisher
County Staff re: SCTP plans	3/22	Damiano & Fisher
Wright Group re: Planning/Development	3/23	Damiano, Fisher & Jerry Estrada
SBJHS PTSA Board	3/23	Lynnette Coverly
COAST Board Meeting	3/24	Damiano & Fisher
SBJHS ELAC	3/24	Lynnette Coverly
TCC Workshop re: Rail	3/25	Sherrie Fisher
Joint Cities/County Task Force	3/25	Damiano & Fisher
Shirrell Way Disabled Residents re: service	3/25	Coverly & Grossman
Jobs, Housing & Mobility Committee	3/29	Sherrie Fisher
Dave Durlinger, Carpinteria	3/29	Fisher, Maas & Glenn
Officer Rich Alvarado re: Vandalism	3/30	Damiano, Tumbleson, Coverly, Fisher & Gary Johns
MTD Finance Committee	4/2	Fisher & Estrada
MTD Public Outreach re: service	4/20-4/22	Planning & Marketing

GENERAL MANAGER RECRUITMENT PLAN TIMELINE

March 30, 2004	Review in closed session and make public the process
April 12, 2004	Committee recommends selection of recruiter if approved by Board as necessary
April 26, 2004	Place ads for applicants
May 17, 2004	Deadline for applicants
May 24, 2004	Schedule interviews
June 1, 2004	Committee will make recommendations for top 3 applicants
June 14, 2004	Board interviews
June 28, 2004	Appointment of new General Manager